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13-17 September 2004
Item 2 of the provisional agenda

Provisional annotated agenda, timetable and organization of work and list of documents

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Annotated provisional agenda

1. Opening of the session: statements by the President of the Executive Board and the Executive Director

2. Adoption of the provisional agenda, timetable and organization of work

[For action — E/ICEF/2004/12]

The provisional agenda has been drafted in consultation with the Bureau. The Executive Board will adopt the agenda for the session, making any amendments it considers necessary.

3. Decisions taken by the Economic and Social Council at its substantive session of 2004 that are of relevance to UNICEF: oral report

4. Midterm review of the UNICEF medium-term strategic plan (MTSP) for 2002-2005

[For information — E/ICEF/2004/13]

The midterm review of the MTSP is a means for the secretariat and the Executive Board to assess progress made to date in the five organizational priority areas, and to lay the groundwork for the preparation of the next MTSP, covering the period 2006-2009, which will be submitted to the Board at its second regular session of 2005. The report is presented for discussion and comment.

5. Analysis of the utilization of regular and other resources by country and by aggregate for the priority areas of the MTSP

[For information — E/ICEF/2004/16]

This report, requested by the Executive Board in decision 2003/13, it is presented for discussion and comment.

6. The updated humanitarian priorities of UNICEF

[For information — E/ICEF/2004/14]

This report, prepared in response to a request by the Executive Board, builds on the existing UNICEF humanitarian strategy and includes the updated Core Corporate Commitments for Children in Emergencies. It is presented to the Executive Board for discussion and comment.

7. UNICEF follow-up to the fourteenth meeting of the UNAIDS Programme Coordinating Board

[For information — E/ICEF/2004/15]

The report provides information about UNICEF follow-up to relevant recommendations made by the UNAIDS Programme Coordinating Board at its fourteenth meeting, held in May 2003. It is presented to the Executive Board for discussion and comment.

8. Early childhood development: oral report

This is one of a periodic series of oral presentations on progress made under the organizational priorities of the UNICEF MTSP.

9. Summaries of midterm reviews and major evaluations of country programmes

[For information — E/ICEF/2004/P/L.27-E/ICEF/2004/P/L.33]

Prepared in response to Executive Board decision 1995/8 (E/ICEF/1995/9/Rev.1), these reports specify, inter alia, the results achieved, lessons learned and the need for any adjustments in the country programmes. The Board is to comment on the reports and provide guidance to the secretariat, if necessary. The reports cover Eastern and Southern Africa (E/ICEF/2004/P/L.27); West and Central Africa (E/ICEF/2004/P/L.28); the Americas and Caribbean (E/ICEF/2004/P/L.29); East Asia and the Pacific (E/ICEF/2004/P/L.30); South Asia (E/ICEF/2004/P/L.31); Central and Eastern Europe, the Commonwealth of Independent States and the Baltic States (E/ICEF/2004/P/L.32); and the Middle East and North Africa (E/ICEF/2004/P/L.33).

10. Proposals for UNICEF programme cooperation:

(a) Guatemala: draft country programme document

[For action — E/ICEF/2004/P/L.24]

The draft country programme document (CPD) for Guatemala is presented to the Board for discussion and comment, and for approval of the aggregate total of estimated regular and other resources in the programme budget. The CPD was originally due to be presented to the Board at the annual session in June 2004, but was delayed at the request of the Government so that the United Nations Development Assistance Framework (UNDAF) could be finalized. In response to Economic and Social Council resolution 2003/3, the electronic version of the CPD, to be made available on the UNICEF Internet site, will contain a link to the UNDAF results matrix. Taking into account the comments made at this session, the draft document will be revised and posted on the UNICEF Internet site in October 2004, together with a summary results matrix. Together with the 21 draft CPDs discussed at the annual session, it will be submitted to the Board for approval on a no objection basis at the first regular session of 2005 unless at least five members have

informed the secretariat in writing, within six weeks of the posting of a document, of their wish to bring a particular country programme before the Executive Board.

(b) Recommendations for additional resources for approved country programmes

[For action — E/ICEF/2004/P/L.25]

The Executive Board is requested to approve additional regular resources for approved country programmes that lack sufficient funds to cover the programme period due to revised planning levels for regular resources allocations.

(c) Recommendations to increase the other resources ceilings for approved country programmes

[For action — E/ICEF/2004/P/L.26]

The Executive Board is requested to approve increases in the other resources ceilings for approved country programmes that expect to take in other resources funding which exceeds the levels originally approved by the Board.

11. Update on developments in human resources

[For information — E/ICEF/2004/17]

This report, which has been prepared as a follow-up to the oral report on UNICEF human resources made at the Executive Board's annual session of 2003, is presented for discussion and comment.

12. Medium-term strategic plan: financial plan and related recommendation for the period 2004-2007

[For action — E/ICEF/2004/AB/L.4]

Based on the MTSP approved by the Board (E/ICEF/2001/ 6, decision 2001/22), the medium-term financial plan is intended to enable the Executive Board to review the previous year's financial plan as well as the updated income projections. As such, the plan provides the Board with a basis for determining the level of programme submissions that should be prepared for its 2005 sessions. It is presented to the Board for approval.

13. The UNICEF recovery policy: an update

[For action — E/ICEF/2004/AB/L.5]

The report provides a brief update on the status of discussions on harmonization of recovery policies under the auspices of the High-Level Committee on Management of the Chief Executives Board. The report also contains a recommendation that the 4-per-cent reduction for contributions over $40 million be continued beyond 2004, so that a comprehensive proposal can be prepared for review by the Board at the second regular session of 2005, taking into account the

results of the discussions on harmonization and a review of the UNICEF experience in implementing decision 2003/9 on the recovery policy.

14. Report on internal audit activities in 2003

[For information — E/ICEF/2004/AB/L.8]

This report is presented annually to the Executive Board for discussion and comment.

15. Private Sector Division financial report and statements for the year ended 31 December 2003

[For information - E/ICEF/2004/AB/L.9]

This report is presented annually to the Executive Board for review.

16. UNICEF financial report and audited financial statements for the end of the biennium 2002-2003 and report to the Board of Auditors

[For information — E/ICEF/2004/AB/L.6]

This document, which has been submitted for review to the Board of Auditors and the Fifth Committee of the General Assembly, is presented to the Executive Board for information.

17. Report to the United Nations Board of Auditors and the Advisory Committee on Administrative and Budgetary Questions

[For information — E/ICEF/2004/AB/L.7]

As an ongoing practice, UNICEF has been submitting a report to the General Assembly, through the Advisory Committee on Administrative and Budgetary Questions, to advise the Assembly as to the measures that the organization takes to implement the recommendations of the United Nations Board of Auditors. This document reports on the steps taken or to be taken in response to the recommendations of the Board of Auditors on the UNICEF accounts for the biennium 2000-2001. The focus of the report also relates to those recommendations that at the time of the previous report were either not implemented or only partially implemented.

18. Guidelines for Executive Board field visits

[For action — E/ICEF/2004/19]

This report has been prepared in response to a request by the Bureau, made at the annual session of 2004, that the secretariat revisit the proposed guidelines for field visits and prepare a document for approval at the second regular session in

September. It has been drafted in consultation with the Bureau, and is presented to the Executive Board for approval.

19. Executive Board programme of work for 2005

[For action — E/ICEF/2004/18]

The draft programme of work is based on requests made in previous Executive Board decisions and on suggestions by the secretariat. It has been prepared in consultation with the Bureau, and is presented to the Executive Board for discussion and approval.

20. Other matters

The Board may consider discussing any other issues that it finds appropriate under this agenda item.

21. Closing statements by the Executive Director and the President

Annex

Proposed timetable and organization of work for the 2004 second regular session of the Executive Board, 13-17 September*

Monday, 13 September	a.m.	*Item 1*	Opening of the session: statements by the President and the Executive Director
		Item 2	Adoption of the provisional agenda, timetable and organization of work
		Item 3	Decisions taken by the Economic and Social Council at its substantive session of 2004 that are of relevance to UNICEF
		Item 4	Midterm review of the UNICEF MTSP for 2002-2003
	p.m.	*Item 4 (cont'd)*	Midterm review of the UNICEF MTSP for 2002-2005
		Item 5	Analysis of the use of regular and other resources
		Item 6	The updated humanitarian priorities of UNICEF
Tuesday, 14 September	a.m.	*Item 6 (cont'd)*	The updated humanitarian priorities of UNICEF
		Item 7	UNICEF follow-up to the 14th meeting of the UNAIDS PCB
		Item 8	Early childhood development: oral report
	p.m.	*Item 9*	Summaries of midterm reviews and major evaluations of country programmes
		Item 10	Proposals for UNICEF programme cooperation
Wednesday 15 September	a.m.	*Item 18*	Guidelines for Executive Board field visits
		Item 12	Medium-term strategic plan: financial plan for 2004-2007
	p.m.	*Item 13*	The UNICEF recovery policy — an update
		Item 14	Report on internal audit activities in 2003
Thursday 16 September	a.m.	*Item 15*	PSD financial report and statements for 2003
		Item 16	UNICEF financial report and audited financial statements for the biennium 2002-2003
		Item 17	Report to the Board of Auditors and ACABQ
	p.m.	*Item 11*	Update on developments in human resources
		Item 19	Executive Board programme for work for 2005
Friday 17 September	a.m.		Informal consultations on outstanding draft decisions (if necessary)
	p.m.	*Item 11*	Other matters
		Item 12	Closing statements by the Executive Director and the President

* When consideration of an agenda item concludes ahead of the allocated time, the next item will be taken up for consideration and the timetable adjusted accordingly.